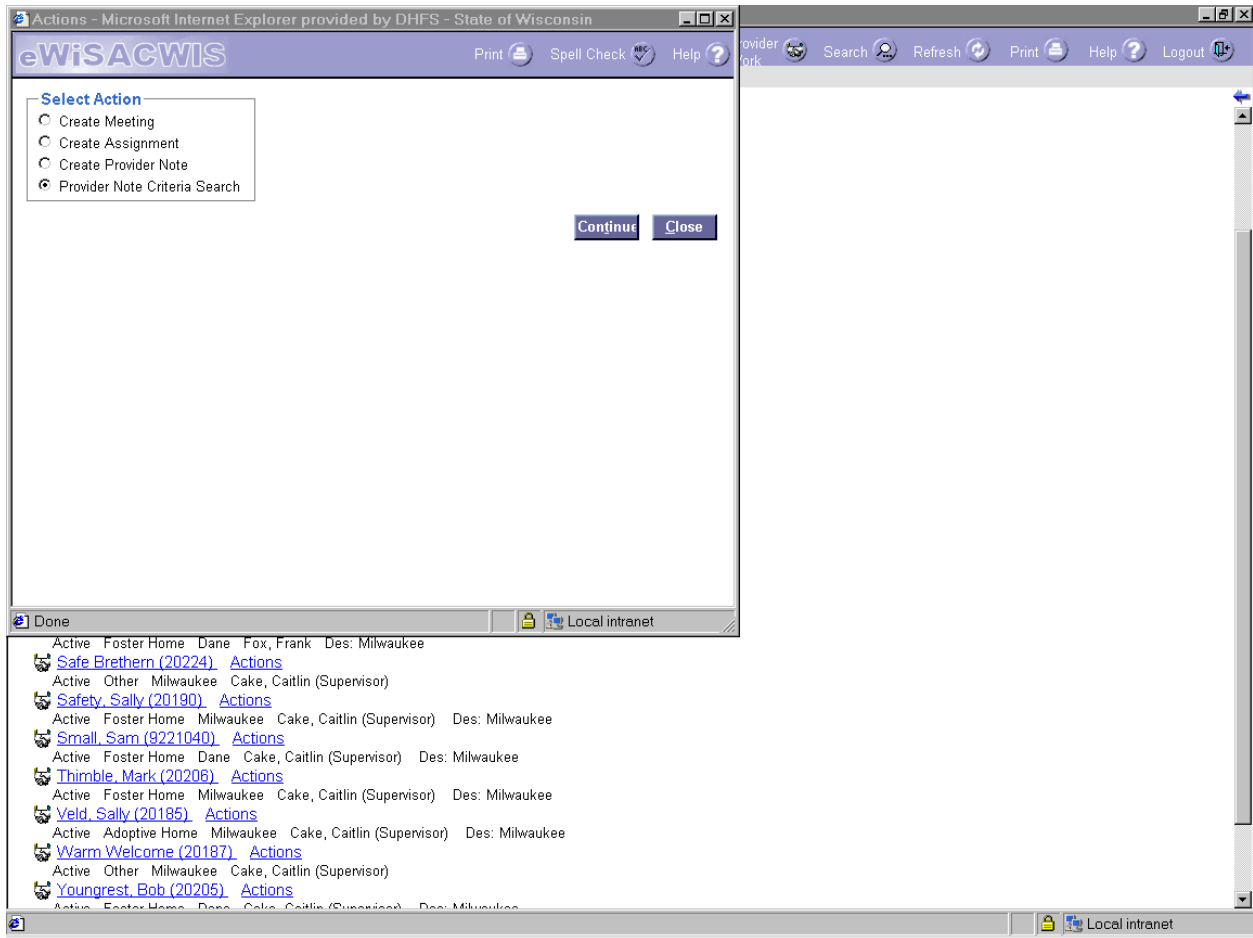# PRINTING MULTIPLE NOTES REGARDING A PROVIDER

1. From the Desktop, click on the Provider expando to expand all providers to which you have an assignment.
2. Scroll down to the provider for which you want to print multiple provider notes.
3. Click on the Actions Hyperlink next to the provider name. This will open the Actions Window.

4. Click on the Provider Note Criteria Search Radio Button.
5. Click on the Continue button. This will open the Provider Note Criteria Search window. In this window, the user is able to select which type of provider notes the user wants to view regarding.

6. Once selection of a Start Date and End Date has been made, select Note Categories, Note Types and Selected Categories. Click on the Search button.

7. This will return the results of the search. The user may select to view each not or print each note. If you want to print all the notes, go to the Options drop down. Click on the Go button.

eWiSACWIS

Print   Spell Check   Help

Note Criteria

Provider: Home, AAA   Number: 20212   Start Date: 06/01/2004   End Date: 07/01/2004   Sorted by: Date Occurred

Records 1 to 1

Notes

PNID	Date Occurred	Date Entered	Category	Type	Worker Name	Billable		
9221115	07/01/2004	07/01/2004	OHCU	Other	Cake, Caitlin	Yes	Print	View

Options: [   ] Go

Print All Notes

New Search   Close

Done   Local intranet